

015

OTE 86-6348

16 MAY 1986

MEMORANDUM FOR: Director of Personnel

VIA: Security Officer, OTE
Deputy Director for Administration
Employee Services Division, OP

STAT

FROM: [REDACTED]
Director of Training and Education

STAT

SUBJECT: Memorandum of Oral Agreement -
[REDACTED]

STAT

1. The following individual has been retained under contract to provide instructional services in conjunction with the "CIA and The Congress" Executive Development Seminar. The effective date of this contract is 13 May 1986.

STAT
STAT

2. This individual is to be paid under [REDACTED] on a fee-per-task basis in the amount cited above on certification that the task has been successfully completed. Income tax is not to be withheld, but Form 1099 is to be issued in conformance with Federal income reporting requirements.

3. Round trip travel is authorized.

4. No commitment other than that stated above has been made to this individual.

STAT

STAT

SUBJECT: Memorandum of Oral Agreement

CONCUR:

Deputy Director for Administration

Date

APPROVED:

Director of Personnel

Date

STAT

EDS/OTE (12 May 1986) OTE 86-6348

Distribution:

Orig - Addressee (Return to D/OTE)

- 1 - D/OP
- 1 - ESD/OP
- 2 - DDA
- 1 - DTE Chrono
- 1 - C/AD/OTE
- 1 - C/B&F
- 1 - C/OTE/LDD
- 1 - OTE/LDD/EDS
- 2 - OTE/Registry . /